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CHANGES IN THE ARMY NURSE CORPS

CHANGES IN THE ARMY NURSE CORPS RECORDED IN THE SURGEON-GENERAL'S OFFICE FOR THE MONTH ENDING AUGUST 7, 1902.

ABEL, ROSE E., sailed from San Francisco on the Kilpatrick July 1 for duty in the Philippines; arrived in Manila July 29; assignment not yet reported.

Armistead, Amanda J., transferred from the Brigade Hospital, Dagupan, P. I., to duty in Manila.

Ashen, Sarah C., transferred from the Brigade Hospital, Dagupan, P. I., to duty in Manila.

Brown, Mrs. Jessie M., formerly on duty at Vigan, P. I., discharged in the Philippines to be married.

Bunker, Sara Russ, appointed and assigned to duty at the United States Army General Hospital, Presidio, San Francisco, Cal.

Cox, Sara M., transferred from duty at the First Reserve Hospital, Manila, P. I., to duty on transport Logan en route to the United States. Arrived in San Francisco July 8; on leave until further orders.

Daly, Annie A., appointed and assigned to duty at the United States Army General Hospital, Presidio, San Francisco, Cal.

Eastham, Marian, recently transferred to Manila, assigned to duty at the First Reserve Hospital.

Fairbanks, Helen G., transferred from the First Reserve Hospital, Manila, P. I., to United States for discharge. Arrived in San Francisco August 1.

Graham, Catherine B., transferred from the First Reserve Hospital, Manila, P. I., to duty on Logan en route to United States. Arrived in San Francisco July 8; on leave until further orders.

Hall, Mrs. Mary B., recently transferred to Manila, assigned to duty at the First Reserve Hospital.

Harroun, Mary I., transferred from the First Reserve Hospital, Manila, P. I., to duty on Logan en route to United States. Arrived in San Francisco July 8; assigned to temporary duty at the United States Army General Hospital, Presidio.

Hoffman, Matilda, assignment as chief nurse at Calamba revoked; sailed on Sheridan en route to United States. Arrived in San Francisco July 19 and assigned to temporary duty at the United States Army General Hospital, Presidio.

Kemmer, Alice S., transferred from the First Reserve Hospital, Manila, P. I., to duty on the Logan en route to the United States, with orders to return to the Philippines; has requested discharge.

Kepkey, Georgia M., promoted to the position of chief nurse at Calamba, P. I., to date from June 8, 1902.

Konkle, Lena Luda, recently assigned to temporary duty at the General Hospital, Presidio, San Francisco, from the First Reserve, Manila, discharged.

Krauskopf, Lilian, transferred from the First Reserve Hospital, Manila, P. I., to duty on the Thomas en route to the United States. Arrived in San

Francisco August 1; assigned to temporary duty at the General Hospital, Presidio.

McEvoy, Anna E., transferred from the United States Army General Hospital, Presidio, San Francisco, to duty in the Philippines. Sailed on the Sheridan July 16.

Plummer, Samantha C., transferred from the First Reserve Hospital, Manila, P. I., to duty on the Sheridan en route to the United States. Arrived in San Francisco July 19; assigned to temporary duty at the General Hospital, Presidio.

Riordan, Marie A., transferred from the General Hospital, Presidio, San Francisco, to duty as instructress in cooking at the Hospital Corps School of Instruction, Fort McDowell, Angel Island, Cal.

Roper, Mary Julia, appointed and assigned to duty at the United States Army General Hospital, Presidio, San Francisco, Cal.

Rourke, Louise R., recently transferred to Manila, assigned to duty at the First Reserve Hospital.

Smith, Stella, transferred from the Brigade Hospital, Dagupan, P. I., to duty in Manila.

Sweet, Agnes, transferred from the United States Army General Hospital, Presidio, San Francisco, to duty in the Philippines. Sailed on the Sherman July 16.

Trenholm, Eva, transferred from the Brigade Hospital, Dagupan, P. I., to duty in Manila.

Underwood, Eleanor, transferred from the United States Army General Hospital, Presidio, San Francisco, to duty in the Philippines. Sailed on the Sherman July 16.

Vanderhoef, Ida E., appointed and assigned to duty at the United States Army General Hospital, Presidio, San Francisco, Cal.

Warner, Mrs. Lena A., formerly on duty at the General Hospital, Presidio, San Francisco, discharged.

Wattie, Jessie, appointed and assigned to duty at the United States Army General Hospital, Presidio, San Francisco, Cal.

NOTE.—The reduction of the number of troops in the Philippines has transformed many of the base and brigade hospitals into ordinary post hospitals. It has never been deemed advisable by the Surgeon-General to employ female nurses at the latter, and consequently the number of places where trained nurses are serving is greatly reduced. There now remain but four such in the Philippines, namely, First Reserve, Manila, Convalescent Hospital at Corregidor, the Military Hospital at Iloilo, on the Island of Panay, and the one at Calamba, Luzon. The last brigade hospital to be closed was the one at Dagupan. As will be seen from the above notes, all the nurses have been ordered away from that place.

CIRCULAR
No. 4.

WAR DEPARTMENT,
SURGEON-GENERAL'S OFFICE,
WASHINGTON, June 6, 1902.

The following regulations governing the duties in hospitals of the personnel of the Army Nurse Corps are published for the information and guidance of all concerned:

DUTIES OF CHIEF NURSE.

A chief nurse is charged with the general superintendence and immediate control of the nurses in the hospital, and is responsible for their comfort, conduct, efficiency, and technical knowledge of nursing; she is under the immediate orders of the commanding officer of the hospital.

With the approval of the commanding officer she will appoint from among the nurses one who will act as the responsible head of each ward. This nurse should be selected with special reference to her professional and executive ability and her experience in administrative work. With the approval of the commanding officer a nurse will also be appointed in charge of the night service of the hospital.

The chief nurse will be responsible for the orderly condition of the nurses quarters in all departments thereof, and all other matters pertaining thereto.

She will familiarize herself with the "Army Regulations" and the "Manual for the Medical Department," so far as they affect her duties, and will keep copies of these books for consultation by the nurses.

The chief nurse will instruct the nurses in military nursing and in the duties peculiar to army work, and give them every opportunity to become familiar with military rulings and precedents.

The chief nurse will see that the provisions of General Orders and the regulations made by the Surgeon-General or the commanding officer of the hospital with reference to the nursing service are faithfully carried out, reporting to the commanding officer any misconduct or neglect of duty on the part of the female nurses.

The chief nurse will prepare the efficiency reports as required by General Orders, No. 49, Adjutant-General's Office, June 3, 1902, and will specially observe the nurses under her, with a view to making recommendations for promotion.

When nurses are recommended for promotion they should be reported upon according to the following scale:

Ability to govern	20 per cent.
Adaptability to army work	10 per cent.
Practical nursing	10 per cent.
Executive experience	10 per cent.

(A special statement should also be made concerning the health of each candidate, both before and at the time of making the recommendation.)

DUTIES OF THE NURSE IN CHARGE OF A WARD.

A nurse assigned to duty in charge of a ward will receive no additional pay and her hours of duty will be the same as those of the other nurses; but she will be exempt from night duty unless acting as chief night nurse.

It will be her duty to keep the records and reports of her ward. She will assign beds to patients (under direction of the ward surgeon) on their admission to the ward, and will be responsible for the cleanliness of the patients and bedding and for the proper administration of medicines and diets ordered, allowing no unauthorized supplies in the ward.

She will be responsible for the enforcement of all rules affecting the nurses under her, and for all orders for the patients.

She will instruct the Hospital Corps men on duty in her ward in nursing,

and will report to the ward surgeon any neglect of duty by them, or any infringement of rules on the part of the patients.

She will be held strictly responsible that her assistants are in their places at the specified hour and in the prescribed uniform. Any failure to comply with these requirements must be reported at once to the chief nurse *in writing.*

She will assign the duties and hours off duty of her assistants (making report of the same to the chief nurse) and will see that they report promptly at the hour named.

When for any reason it is necessary for her to leave her ward she will assign one of the nurses to act in her place.

A ward will not be left at any time without a responsible head.

She will keep the keys of the medicine closet and will also be responsible for the economical use of all supplies.

Any breach of discipline or infraction of rules on the part of the nurses must be reported at once to the chief nurse.

Before going off duty she will write all orders, instructions, and notes that may be required for the guidance and information of the night nurse.

When the service requires a nurse may have charge of more than one ward.

DUTIES OF A NURSE.

A nurse will study and conform to the rules of military discipline and obey strictly and without question or delay any order which may be given her by her superior officers. Should there be any uncertainty regarding an order, it will be brought to the attention of the head nurse, who will immediately submit the matter to the medical officer who gave the order. She will familiarize herself with the details of the "General Orders for the Government of the Army Nurse Corps," of which she will retain a copy, and will study such portions of the "Army Regulations" and "Manual for the Medical Department" (which are in the custody of the chief nurse) as relate to the performance of her duties.

Nurses will begin their ward duties each day at such time as may be fixed by the officer in charge of the hospital. They will in like manner be relieved from duty at a fixed hour in the evening and will, when possible, be allowed two hours in the day for exercise and recreation, and such other time during the week as the work will permit. They will present themselves for duty dressed in the prescribed uniform. They will adhere punctually to their respective timetables and will be most particular to return at the exact hour specified. They will perform such duties as may be assigned them by the nurse in charge.

They will not visit other wards during their hours of duty by day or by night without special permission, and will not under any circumstances either remain in their own ward or return to it or visit other wards when off duty.

NIGHT DUTY.

All nurses except those in charge of wards will in turn be expected to serve on night duty for a period not exceeding one month at a time.

The same rules will be observed by night nurses as are in force for those on duty by day. The hours will be assigned by the commanding officer. The night nurse in each ward will make a written report on all orders, notes, and instructions which were given her, and other matters relating to the condition of the patients under her care, with other general information that it may be desirable for the day nurses to know.

When several nurses are on night duty the chief nurse will, with the approval of the officer in charge, appoint a nurse who will have the supervision of all nurses on night duty. This nurse will not be assigned to any special ward, but will make rounds at intervals during the night. She will see that all the night reports are full, accurate, and properly prepared. The same rules which govern the day nurses in charge of wards will apply to her.

Before going on duty she will report to the chief nurse for instructions, and before being relieved in the morning will make both a written and personal report to the chief nurse of the incidents of the night.

When a patient is dying she will see that the fact is promptly reported to the officer of the day, and will herself be in the ward with the regular nurse to render such advice and assistance as may be needed.

All deaths must be mentioned in her report to the chief nurse in detail, *i.e.*, patient's name in full, rank, company, regiment, and hour of death, and stating also the names of those present when the patient died.

At the expiration of six months from the date of this circular officers in charge of hospitals where army nurses are serving will recommend to this office such amendments to these regulations as they may deem desirable.

GEORGE M. STERNBERG,
Surgeon-General, United States Army.

THY friend hath a friend, and that friend hath a friend; wherefore be discreet.

While the word is yet unspoken, you are master of it; when once it is spoken, it is master of you.—*Proverbs from the Arabic.*

BE careful that your mind become not the highway of sentiment instead of the fruitful field of generous affection.—WALTER SAVAGE LANDOR.

EVERY man feels instinctively that all the beautiful sentiments in the world weigh less than a single lovely action.—LOWELL.

THE good work of the world is done either in pure and unvexed instinct of duty; or else, and better, it is cheerful and helpful doing of what the hand finds to do, in surety that at evening-time whatsoever is right the Master will give. —JOHN RUSKIN.